



BUDGET COMMITTEE MINUTES

2017 OPERATING BUDGET

DECEMBER 5, 2016

Minutes of the Budget (Operating) Committee meeting held on December 5, 2016, at 1:30 p.m., in the Council Chambers, Halton Hills Civic Centre.

Members Present: Mayor R. Bonnette, Councillors M. Albano, T. Brown, J. Fogal, J. Hurst (arrived at 1:35 p.m.), B. Inglis, M. Johnson, D. Kentner, A. Lawlor, B. Lewis, C. Somerville

STAFF PRESENT: B. Marshall, Chief Administrative Officer; E. DeSousa, Commissioner of Finance and Treasurer; W. Harris, Commissioner of Recreation and Parks; C. Mills, Commissioner of Planning and Infrastructure; J. Diamanti, Commissioner of Community Services; J. deHooge, Commissioner and Chief of Fire Services; S. Burke, Manager of Planning Policy; R. Cockfield, Senior Policy and Intergovernmental Affairs Advisor; D. Szybalski, Economic Development and Corporate Policy Advisor; W. O'Donnell, Manager of Finance; K. Brott, Financial Analyst; A. Prueter, Financial Analyst; T. Claessens, Financial Analyst; K. Okimi, Manager of Parks and Open Space; G. Clarke, Manager of Sustainability; D. Kudo, Director of Engineering; S. Hamilton, Manager of Facilities; G. Cannon, Director of Library Services; D. Spear, Superintendent of Public Works; M. Leighton, Manager of Accounting; S. Kleinschmidt, Manager of Recreation Services; M. Van Ravens, Manager of Transportation and Development Engineering; S. Hamilton, Manager of Facilities; L. Vacher, Supervisor of Zoning and Plans Review; M. Booton, Supervisor of Municipal Law Enforcement; A. Lee, Senior Financial Analyst; R. Brown, Council and Committee Services Coordinator; S. Jones, Clerk and Director of Legislative Services

1. OPENING OF THE BUDGET MEETING

The purpose of this meeting is to discuss the 2017 Operating Budget.

B. Marshall, CAO, provided opening remarks noting that the proposed 2017 operating budget has been built to deliver on Council's Strategic Plan priorities. The preparation of the proposed budget was a cohesive and collaborative process with staff working together

to identify efficiencies, and to agree on what resources are required to effectively deliver services and to act on Council's priorities.

He thanked staff for all of their hard work on the preparation of the budget.

2. DISCLOSURES OF PECUNIARY INTEREST

The Chair called upon Members of the Budget Committee to declare any pecuniary interest they might have on the agenda this date.

Councillor J. Hurst declared a pecuniary Interest with respect to Item 9.B of these Minutes the Acton Business Improvement Area Budget as he owns property within the Business Improvement Area including the building in which the Acton BIA operates. He did not partake in any discussions or voting on this item.

3. PRESENTATIONS

- A. Ed DeSousa, Commissioner of Finance and Treasurer Presentation to Budget Committee regarding the 2017 Proposed Operating Budget.

(PowerPoint)

(Refer to Item 5B of these Minutes, Report No. FIN-2016-0045)

E. DeSousa provided an overview of the 2017 budget process. The Capital and Operating Budget processes are separated to provide clear focus on each budget. The capital budget was approved by Council in November. The 2017 preliminary operating budget is slated for final Council approval on December 12, 2016. The proposed operating budget is based on the Long Range Financial Plan (LRFP). The LRFP, approved by Council in May of 2011, provides for the phasing in of contributions to Reserves to assist with capital pressures. There are a significant list of future capital projects without funding allocated, which is approximately \$598M of a total of \$81M without funding allocated.

Mr. DeSousa further noted that the preliminary budget of 3.9% equals a \$20 tax increase (2.3%) per \$100,000 of residential assessment. Distribution of residential tax dollars provides 43.5% of the tax dollars going to the Town, 35.4% to the Region, and 21.1% to Education. There are no Decision Packages for consideration in 2017.

Mr. DeSousa outlined the drivers of the 2017 proposed budget which include a decrease in Development Agreement revenue of \$80K; compensation/benefit increase of \$1.07M; hydro rate increases for facilities of \$121K; operating budget impact based on the approved Capital budget which equals \$78K; and the LRFP recommendation of \$360K.

Mr. DeSousa further spoke to the Citizen Service Delivery Survey; the impact municipalities face regarding ownership of core public infrastructure; the AMO Close the Fiscal Gap Resolution; and further provided a summary of the net budget. He concluded by noting next steps of the budget process which includes final adoption by Council on December 12, 2016.

4. DELEGATIONS (to be heard on December 5, 2016)

NIL

5. REPORTS FROM OFFICIALS – TWO (2) ITEMS FOR RECOMMENDATION

- A. REPORT NO. FIN-2016-0037 dated November 9, 2016 regarding Ontario Regulation 284/09 2017 Budget. **(Recommendation No. BU-2016-0008)**

THAT Report No. FIN-2016-0037 dated November 09, 2016 regarding Ontario Regulation 284/09 2017 Budget, be received;

AND FURTHER THAT Council adopts this report which meets the requirements of Regulation 284/09 and outlines the preparation of the 2017 Operating and Capital budgets in PSAB compliant format.

CARRIED

- B. REPORT NO. FIN-2016-0045 dated November 10, 2016 regarding 2017 Proposed Operating Budget. **(Recommendation No. BU-2016-0009)**

THAT Report No. CS-2016-0045 dated November 10, 2016 regarding the 2017 Proposed Operating Budget be received;

AND FURTHER THAT the proposed Base Operating Budget Levy increase of 3.3% be approved;

AND FURTHER THAT the proposed 0.6% Fire Levy be approved;

AND FURTHER THAT the 2017 proposed Operating Budget for General Town Purposes be approved at a net for levy amount of \$45,152,000 being a total Town tax levy increase of 3.9% excluding the provisions for the Acton and Georgetown BIAs, equating to an estimated overall increase of 2.3% including Town, Region and Education portions;

AND FURTHER THAT the approved 2016 Operating Budget exclude expenses for amortization as allowed under O. Reg. 284/09 of the Municipal Act, 2001, S.O. 2001, c. 25.

CARRIED

6. BUDGET REFERRALS

THAT Report No. P&I-2016-0124 dated October 24, 2016 regarding the Activan Operating Budget be received;

AND FURTHER THAT Report No. P&I-2016-0124 dated October 24, 2016 regarding the ActiVan Operating Budget be forwarded to the Accessibility Advisory Committee for information and comments;

AND FURTHER THAT Report No. P&I-2016-0124 dated October 24, 2016 regarding the ActiVan Operating Budget be forwarded to the Budget Committee for consideration.

(Referred to Budget Committee by the Community Affairs Committee at the November 8, 2016 meeting)

Note: No action was required from this budget referral

7. REVIEW OF 2017 OPERATING BUDGET

Council reviewed overall budget summaries for each area outlined within the budget binder.

8. CLOSED SESSION/CONFIDENTIAL REPORTS FROM OFFICIALS

NIL

9. OTHER BUDGETS – BUSINESS IMPROVEMENT AREAS (BIA) – TWO (2) ITEMS FOR RECOMMENDATION

- A. Georgetown Central Business Improvement Area. **(Recommendation No. BU-2016-0010)**

THAT the 2017 Proposed Budget of \$245,750 for the Georgetown Central Business Improvement Area be approved as presented.

CARRIED

- B. Acton Business Improvement Area. **(Recommendation No. BU-2016-0011)**

THAT the 2017 Proposed Budget of \$112,886.20 for the Acton Business Improvement Area be approved as presented.

CARRIED

10. ADJOURNMENT

The meeting adjourned at 2:40 p.m.

Rick Bonnette

MAYOR

Suzanne Jones

CLERK